

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
AIR QUALITY PERMITTING

GENERAL PERMIT REGISTRATION FORM

BULK SOLID MATERIALS RECEIVING AND STORAGE SYSTEMS

**SECTION A: FACILITY PROFILE**

Facility ID Number _____	Facility Name _____
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**Street Address**

Address Line 1 \_\_\_\_\_  
Address Line 2 \_\_\_\_\_  
Address Line 3 \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Mailing Instructions  
and Information:**

Mail Registration Form & Fee to:  
NJDEP - Air Quality Permitting Program  
P.O. Box 27  
Trenton, New Jersey 08625

Fee Amount: \$250  
Make checks payable to "Treasurer, State of NJ"

For Assistance, Please call:  
(800) 441-0065 within NJ  
(609) 292-6716 outside NJ

**Mailing Address**

☐ Check if same as street address above

Address Line 1 \_\_\_\_\_  
Address Line 2 \_\_\_\_\_  
Address Line 3 \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**County**

County Where Facility Is Located \_\_\_\_\_

**Location Description**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Industry Information**

Primary SIC \_\_\_\_\_  
Secondary SIC \_\_\_\_\_

**Facility Contact**

Contact Person (check one or check both if owner is the operator ) ☐ Owner ☐ Operator

Name _____	Organization _____
Title _____	Organization Type _____
Phone (____) _____	NJ EIN _____
Fax (____) _____	Mailing Address _____
Other (____) _____	Address Line 2 _____
Type _____	Address Line 3 _____
E-mail _____	City _____ State _____ Zip _____

**SECTION B: REASON FOR APPLYING** (Check All That Apply)

- ☐ New Bulk Solid Materials Receiving And Storage Systems
- ☐ Existing Unpermitted Bulk Solid Materials Receiving And Storage Systems
- ☐ Other (Explain) \_\_\_\_\_

Previous Permit or Certificate Number \_\_\_\_\_  
\_\_\_\_\_

**SECTION C: EQUIPMENT INVENTORY**

Facility Designation Of Equipment	Equipment NJID #
	E-

**SECTION D: PERMITTING SCENARIOS**

Registration under this General Permit is for single or multiple pieces of bulk solid materials receiving and storage equipment which connect to single or multiple control devices venting to one or more **common** stacks. (**Note:** See instructions for example and illustrations)

**SECTION E: CERTIFICATION**

"I certify under penalty of law that I believe the information provided in this document is true, accurate, and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information."

\_\_\_\_\_  
Name of Individual  
With Direct Knowledge

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

"I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attached documents and, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil and criminal penalties, including the possibility of fine or imprisonment or both, for submitting false, inaccurate or incomplete information."

\_\_\_\_\_  
Name of Responsible Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For Department Use Only

Activity # \_\_\_\_\_

Fee \_\_\_\_\_

## **INSTRUCTIONS FOR COMPLETING THE REGISTRATION FORM BULK SOLID MATERIALS RECEIVING AND STORAGE SYSTEMS**

### **SECTION A: FACILITY PROFILE**

**Facility (ID Number & Name)** - Enter the New Jersey air pollution facility identification number (ID) followed by the facility name for which the General Permit is being registered. The ID is a five-digit number assigned by the New Jersey Department of Environmental Protection. If you have other air pollution control permits for your facility, you can obtain the ID number from those permits. If you do not have any air pollution control permits, leave this space blank.

Your facility name is the one registered with the New Jersey Secretary of State, under which your facility does business.

**Street Address** - Enter the address of the facility where it is physically located.

**Mailing Address** - Enter the facility's mailing address. If it is the same as the facility location, check the box provided.

**Mailing Instructions & Information** - Once the General Permit Registration Form has been completed, it should be mailed along with the appropriate fee(s) to the New Jersey Department of Environmental Protection at the address listed on the front page of the Registration form. The fee is \$250.00 for the bulk solid materials receiving and storage systems being registered. Make checks payable to "Treasurer, State of New Jersey".

**County** - Enter the county in which the facility is located (**not the mailing address county**).

**Location Description** - Describe the facility's location if it is difficult to find using the street address. If you have to give a visitor directions to your facility, consider showing them here. (*example*: "Two miles down the access road that leaves state highway 29 at mile marker 10.")

**Industry Information** - Enter the facility's four-digit primary and secondary (if any) Standard Industrial Classification Codes (SIC). Use the codes registered with the US Department of Labor. You may also refer to the Standard Industrial Classification Manual from the U.S. Office of Management and Budget.

**Facility Contact** - Check the box indicating the facility contact person for this General Permit Registration. If the owner and operator are the same, check both boxes. Enter the name, title, phone and fax numbers, other phone numbers and type of number (*example*: pager, toll free, cell phone), e-mail address, the organization that the contact person works for, the type of organization (federal, local, public, private, state or utility), the New Jersey Employer Identification Number (EIN) and the contact mailing address.

### **SECTION B: REASON FOR APPLYING**

This section of the General Permit Registration Form provides the Department with the reason the General Permit Registration Form is being submitted.

**New Bulk Solid Materials Receiving And Storage Systems** - Check this box if this bulk solid materials receiving and storage systems has not been installed as of the filing of this Registration Form.

**Existing Unpermitted Bulk Solid Materials Receiving And Storage Systems** - Check this box if this is existing bulk solid materials receiving and storage systems that is currently not registered with the Department.

**Other** - Check this box if the General Permit Registration Form is being submitted for a reason other than those described above and provide an explanation. Example: Modification as a result of an enforcement action.

**Previous Permit or Certificate Number** - If the facility is registering bulk solid materials receiving and storage systems that had a previous permit or certificate, list the previous permit or certificate number.

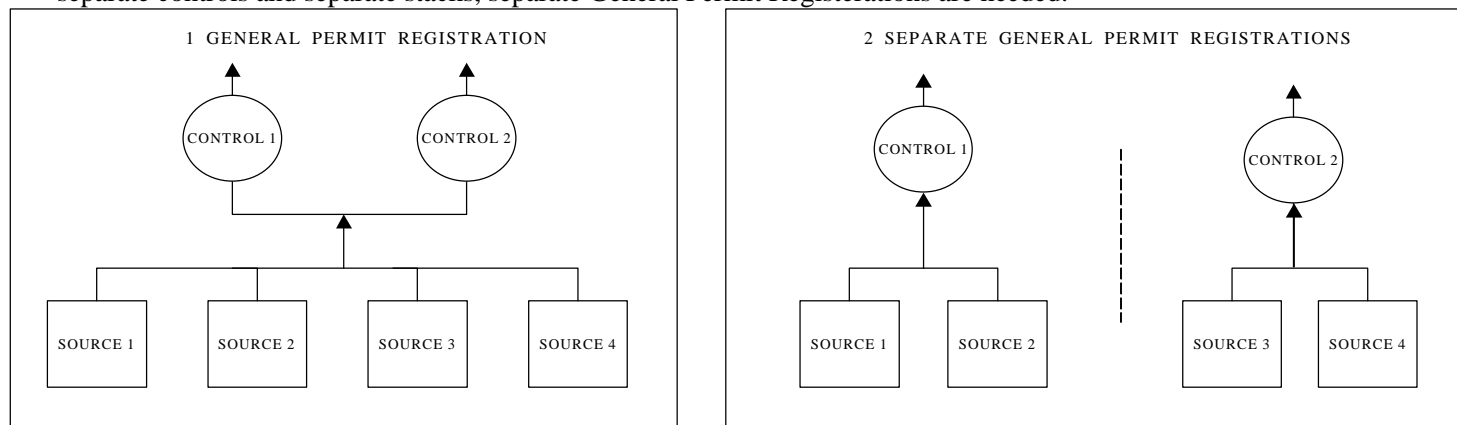
## **SECTION C: EQUIPMENT INVENTORY**

**Facility Designation of Equipment** - Enter the name by which the facility identifies the equipment. (*example: Building 12 Equipment # 5*)

**Equipment NJID #** - A facility may do either one of the two following: **1-** Enter a unique 6 digit identification number (*example: E-000010*) for the bulk solid materials receiving and storage equipment covered by this General Permit. Once a number is used to identify the bulk solid materials receiving and storage equipment or any another piece of equipment at the facility, the same number cannot be used to identify any other piece of equipment at the facility. (**Note:** If the 6 digit identification number the facility enters is incorrect or conflicts with any number registered with the Department, then the Department will assign the next available number for the equipment); **2-** Leave this number blank and the Department will assign the next available unique 6 digit identification number for the bulk solid materials receiving and storage equipment covered by this General Permit. The Department will not assign the same two numbers for any piece of equipment registered for the facility.

## **SECTION D: PERMITTING SCENARIOS**

Registration under this General Permit is for single or multiple pieces of bulk solid materials receiving and storage equipment which connect to single or multiple control devices venting to one or more **common** stacks. If a number of pieces of bulk solid materials receiving and storage equipment share a control (single or multiple), or have emissions (before or after control) which are manifolded together venting to a common stack(s), then one single General Permit Registration Form can be used. If a number of pieces of bulk solid materials receiving and storage equipment vent to separate controls and separate stacks, separate General Permit Registrations are needed.



## **SECTION E: CERTIFICATION**

Print or type the name and title of person, submit with original signature and date the application in the spaces provided.

**Individual with Direct Knowledge** - Individual listed as the contact person, or any person with direct knowledge of and responsibility for the information contained in the General Permit Registration Form. This may or may not be the same person who signs as the Responsible Official defined below.

**Responsible Official** - A facility official responsible for the General Permit Registration. A Responsible Official as defined in N.J.A.C. 7:27-1.4 is as follows:

- For a corporation: a president, secretary, treasurer, or vice-president of the corporation; any other person who performs similar policy or decision making functions for the corporation; or a duly authorized representative responsible for the overall operation of a facility (plant manager, etc.).
- For a partnership: a general partner.
- For a sole proprietorship: the proprietor
- For a government agency: either a principal executive officer or ranking elected official.